



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

March 15, 2013

Re: 13CT87588YA Automobile Exterior Washing and Interior Cleaning

Dear Quoter(s):

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced **13CT87588YA Automobile Exterior Washing and Interior Cleaning**.

Except as provided herein, all terms and conditions in quote referenced above remains unchanged and in full force and effect.

Sincerely,

Carolyn Towns

Carolyn Towns
Procurement Officer

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



13CT87588YA Automobile Exterior Washing and Interior Cleaning

Addendum No. 1

Page Two

This Addendum forms a part of the contract documents and modifies the original quote documents as noted below:

- **The RFQ due date and time has not changed from Monday, April 1, 2013 at 2:00P.M. legal local prevailing time.**
- **Paragraphs No. 1 description through No. 6 are deleted in its entirety and substituted by the revised paragraphs attached hereto.**

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, and 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the quote due date and time **Monday, April 1, 2013 at 2:00P.M. Legal local prevailing time.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2013.

Legal Name of Bidder

Signature of Authorized Representative

Title

REQUEST FOR E-QUOTE SPECIFICATIONS

Automobile Exterior and Interior Cleaning
Department of Water Resources

1. DESCRIPTION

Fulton County is soliciting quotes from qualified vendors to provide basic automobile exterior washing and interior cleaning for the Fulton County Water Resources Department.

2. CONTACT PERSON

Please contact Carolyn Towns, Procurement Officer by e-mail carolyn.towns@fultoncountyga.gov or Fax (404) 893-1727 only, with any procedural or technical questions. All questions should be submitted in writing to the Purchasing contact person via email only. No phone calls will be accepted. Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

3. TERM OF AGREEMENT

From date of award and continuing for twelve (12) consecutive months from insurance of purchase order.

4. PRODUCT/SERVICE SPECIFICATIONS

The service is to be provided for the Department of Water Resources county-issued vehicle only, such as passenger sedans, SUV's, pickup trucks and crew vehicles. Heavy duty trucks and specialized equipment will be exempt from this service.

Eligible car washing service shall consist of basic interior and exterior cleaning and washing. No car detailing, vehicle waxing, tire shining, wheel cleaning, interior fragrance or vehicle hand wash service

Assigned vehicles shall not exceed two (2) basic car washing service per month.

The successful quoter(s) will be required to provide the Department of Water Resources with tickets which will be issued to employees by the fleet manager or his supervisor. All employees will be required to present their ticket to the car wash attendant for car washing services.

5. PRICING SHEETS

	<i>Item Description</i>	<i>Estimated Quantity</i>	<i>Unit of issue</i>	<i>Unit price \$</i>
1	Price per Mid-Size Vehicle	65	ea.	
2	Price Full Size Vehicle	65	ea.	
3	Price per Utility Vehicle	65	ea.	
4	Price per Crew Vehicle	65	ea.	

Quantities shown are estimates. By giving these quantities as estimates, Fulton County does not obligate itself whatsoever. Vendor agrees to sell to the County at the unit price quoted regardless of actual quantity ordered.

6. SPECIAL CONDITIONS/INSTRUCTIONS

The two approved vendors must submit to the Department of Water Resources a monthly master bill to include driver name, location, and vehicle number for verification purposes.

The vendors should supply Automobile Exterior washing and interior cleaning to the following locations:

Delivery Locations:

South Fulton Maintenance & Operations Center
7472 Cochran Road
College Park, GA 30349
Contact Person: Will be provide upon award

Big Creek WWTP
1030 Marietta Hwy
Roswell, GA 30075
Contact Person: Will be provide upon award